

HIPAA WORKGROUP MINUTES

For September 10, 2001 Meeting

Topic 1 – Introduction:

The meeting was opened by Ken McKinstry. Entities represented were: DMH, ADP, HHS, DSS, DGS, OSHPD, HHSDC, Dept of Insurance, Dept of Rehab, UC Davis Health Systems, LA County, San Diego Co, Yolo Co, Sutter Co, San Francisco Co, Stanislaus Co, Sacramento Co, San Bernardino Co, Merced Co and Tulare Co.

Topic 2 – Status of HIPAA in the State Budgetary Process:

Presented by Burt Cohen, Assistant Agency Secretary, CHHSA. SB 456 passed the Assembly floor by a vote of 71 to 0. It was sent back to the Senate for concurrence and will then go to the Governor for signature. The deadline for BCP submittal to DOF is 3 days away. Someone asked, “How much money will be available to state departments this year and how will the funds be allocated?” The answer was: \$94 million with \$78 million of that going to DHS (majority of that from Federal funds) and part going to others (OSHPD, DMH, Dev Services and ADP) and the rest to be allocated by DOF. Assessments need to be completed and proposals submitted before funds are to be allocated. The Legislature removed dollars earmarked for a reserve fund for HIPAA. However, DOF will entertain deficiencies.

Topic 3 – MSA Workgroup:

We are still working with DGS. No new status to report. For information on new bids as they are released go to the DGS website: www.osmb.dgs.ca.gov/cscr/.

Topic 4 – Conferences:

upcoming Conferences:

- 9/11-12 WEDI Technology Forum, GÇFCritical Technologies, Washington DC, www.wedi.org (DHS may be going to this.)
- 9/29-10/1 HIPAA Road Map II, San Francisco, www.cmhcsystems.com (LA Co will be attending)

Topic 5 – Project Coordination:

Ken McKinstry reported that the new HIPAA website is now in production and available for use. The address is: <http://www.dmh.cahwnet.gov/HIPAA2001/> . The Issues Forum area requires a login in id. You can sign in as a new member using your e-mail address and a password. The initial password is “none”, so be sure to change the password once you are logged in. Another area being finalized is FAQs. The initial questions and answers came from HIPAA e-news. This area will be available in the near future. We will also add charters from the various workgroups as they are available. The HIPAA Private website is still available at:

<http://www.dmh.cahwnet.gov/HIPAA/private/default.asp> .

California DHS is embarking on a State-wide industry outreach effort which includes Providers, Health Plans, State Departments, DHS program areas, Medi-Cal Associations, etc. They are looking for industry consensus in their data conversion activity. As part of this effort they have provided their Medi-Cal Code Set Conversion Database to be put on the new HIPAA website. Once the technical differences are worked out the database will be available.

HHSDC has expanded their training offering to include the following:

- Awareness/Overview,
- Privacy,
- Security,
- Transactions,
- Code Sets and Identifiers,
- EDI,
- EDI Gap Analysis,
- ASC X12 Syntax, and
- Project Planning.

The training is open to the counties and HHSDC will tailor the classes to meet training needs. The website for information is: <http://www.training.ca.gov> .

For information on California Laws and Regulations:

- California Code of Regulations - <http://ocr.oal.ca.gov/>
- California Mental Health Laws and Regulations – <http://dmh.cahwnet.gov/>

There is a drive underway by the National Governors Association to make both S. 836 and H.R. 1975 consistent with each other in regards to timelines.

Topic 6 – Inter-Departmental Workgroups:

This topic has been deleted.

Topic 7 – County Issues:

Ray Reis, Sacramento County, Co-Chair of the County Issues Workgroup, reported: At today's meeting we discussed the application of rules in multi-disciplinary programs/teams. We pretty well decided that when applying covered entity or HIPAA rules to only apply to the health care component and not across the entire county. We are working on what an authorization form should look like. Charlie Fry, from DHS Child Health and Disability Prevention Program (CHDP) provided a briefing on what they are doing for HIPAA conformance.

The next County Issues meeting will be held Monday, October 1, 2001, from 12:00 to 1:00 at 714 P Street, Auditorium.

Topic 8 – Transaction and Code Sets Standards:

There has not been a meeting since the last report. The next meeting is September 11, 2001, 1700 K Street, 1st Floor Conference Room. E-mail Karen Weber, kweber@dhs.ca.gov, for dial-in conference number. There will be two topics discussed:

1. Race & Ethnicity – a comprehensive review of race & ethnicity, what we are doing here in the State of CA. We don't have all the answers, so will talk about what avenues we are pursuing.
2. FAQ's – a discussion of the many questions we have received.

As you go through mapping your transactions, if you have questions you want discussed at the workgroup meetings, e-mail Karen Weber - kweber@dhs.ca.gov, Sara Rivera - srivera@dhs.ca.gov, or Terrie Williams - TWILLIAMS@adp.state.ca.us.

*****Note: The 9/11 meeting was cancelled due to the events happening that day.**

Topic 9 – Privacy, Confidentiality and Security Standards:

Schneor Sherman reported: Meetings were held on August 21st and September 4th. At the August 21st meeting a presentation on the Committee on Human Subjects, the Institutional Review Board (IRB) was given by Alan Zamanski, staff of the IRB. At the September 4th meeting the group started reviewing templates being worked on. The templates have been posted on the website for review and comment. They can be found at: <http://www.dmh.cahwnet.gov/hipaa2001/7a.asp>. Please check the templates and if you have any changes, or comments please e-mail them to Mina Martel at Mmartel@dds.ca.gov.

The next meeting will be held Tuesday, September 18, 2001, 10:00 – 11:30 at the CalPERS Bldg. 4th and P Streets, Conf Rm 2180. The telephone conference number is (916) 326-3283.

Ken McKinstry added that key security documents are now available at the WEDI.org and AHIMA.org websites:

WEDI-SNIP White Paper on Security and Privacy –
<http://snip.wedi.org/public/articles/index.cfm?cat=2>

HIPAA Security Matrix - <http://www.wedi.org/public/articles/details.cfm?id=415>
Security Awareness Checklist – <http://www.dmh.cahwnet.gov/hipaa/private/t-plan.htm>

Ready, Set, Assess! An Action Plan for Conducting a HIPAA Privacy Risk Assessment - <http://www.ahima.org/journal/>

Topic 10 – Unique Identifiers Standards:

Sara Gilb reported: I haven't heard back from the National Committee. We do not have a taxonomy for Marriage & Family Counselor. We do have one for Family Counselor. I will ask them to add Marriage to the Family Counselor. I will cancel next Tuesday's

meeting if there are no objections as I will be on four weeks vacation starting Wednesday. In October there will be a database available for others to put in their own requests for Provider Taxonomys. At least that is the target date.

Topic 11 – Communications:

The charter is finalized and will be put on the HIPAA private website. We are currently working on an OHI communication plan. Department's are the main link to their Business Partners and need to inform Business Partners of programs and changes. Marilyn and Mary are working on the Communications Guidelines. The next meeting will be on September 25, 2001.

Topic 12 – Potential Tools:

Two Presentations are planned for tomorrow & Thursday. Notices have been sent out.

September 11th - Leadership Briefing on the Federal Clearing House
DHS OB 8, 714 P St, Auditorium, 2:00 – 4:00

September 13th - Technical Briefing & demo on the Federal Clearing House
DHS OB 8, 714 P St, Auditorium, 9:00 – 11:00

*****Note: The Tuesday, September 11th presentation was cancelled due to the events happening that day.**

Topic 13 - Next Meeting:

The next meeting will be held Monday, October 1, 2001, from 1:30 to 4:00 at 714 P Street Auditorium.

DELTA: How does everyone feel about this auditorium over the 744 P Street auditorium?

- The room is much more comfortable.
- All present liked this room better.
- Phone in participants said they could hear much better.
- Ken McKinstry will try to get this room for future meetings.

***** Ken was able to schedule the 714 P Street Auditorium for the next two meetings! *****